

# **EXECUTIVE COUNCIL OF IOWA**

## **AGENDA**

**JANUARY 18, 2011**

1. Introduction of Attendees
2. Approval of minutes of meeting held January 10, 2011
3. Approval of Out-of-State Travel
  - Other than Federal Funds – Travel Requests – Pages 1 – 5  
TAB # 1 Page 1 (Registration)
  - Federal Funds – Travel Requests – Pages 6 - 10
4. Leases – Page 11
5. Payment of Cost Items – Page 11
6. Renewal Memberships – Page 12

## OTHER THAN FEDERAL FUNDS

1	Freund, Karen	Commerce - Alcoh Bev	Arlington, VA	Conference:
	Regulatory Compliance Director		from Des Moines	Alcohol Beverage Law & Regulation Symposium
	Prev Trips this year:	0 Staff Attending:	3	Depart: 3/7/2011
	Anticip Trips this year:	2 Mode:	Airplane	Return: 3/9/2011
	2120118111	Registration	\$0.00	State
		Airfare\Train	\$700.00	Federal
		Total	\$1,267.00	Other 100%
		NABCA		Conference Start 3/7/2011
				Conference End 3/9/2011
2	Seib, Judy	Commerce - Alcoh Bev	Arlington, VA	Conference:
	Coordinator, Governmental & Industr		from Des Moines	Alcohol Beverage Law & Regulation Symposium
	Prev Trips this year:	0 Staff Attending:	3	Depart: 3/7/2011
	Anticip Trips this year:	2 Mode:	Airplane	Return: 3/9/2011
	212011811	Registration	\$0.00	State
		Airfare\Train	\$700.00	Federal
		Total	\$1,267.00	Other 100%
		NABCA		Conference Start 3/7/2011
				Conference End 3/9/2011
3	Vanbuskirk, Christy	Commerce - Prof. Lic.	Clemson, SC	Conference:
	Board Member		from Hedrick	National Council of Examiners for Engineering and Surveying Exam Audit Committee
	Prev Trips this year:	0 Staff Attending:	1	Depart: 1/20/2011
	Anticip Trips this year:	3 Mode:	Airplane	Return: 1/23/2011
	2174300002	Registration	\$0.00	State
		Airfare\Train	\$0.00	Federal
		Total	\$0.00	Other 100%
		National Council of Examiners for E		Conference Start 1/21/2011
				Conference End 1/22/2011
4	Mitchell, Marty	Economic Development	Netherlands, Belgium, France	Conference:
	Project Manager		from Des Moines	World Biofuels Markets Conference
	Prev Trips this year:	0 Staff Attending:	1	Depart: 3/19/2011
	Anticip Trips this year:	0 Mode:	Airplane	Return: 3/30/2011
	20110001	Registration	\$1,100.00	State 100%
		Airfare\Train	\$1,200.00	Federal
	TAB # 1	Total	\$6,700.00	Other
				Conference Start 3/22/2011
				Conference End 3/24/2011

5	Gethmann, Dee	Education	Atlanta, GA	Conference:
	Early Childhood Consultant		from Des Moines	CCSSO State Early Childhood Assessment Consortium
	Prev Trips this year:	0 Staff Attending:	2	Depart: 2/8/2011
	Anticip Trips this year:	3 Mode:	Airplane	Return: 2/10/2011
	28203013	Registration	\$0.00	State
		Airfare\Train	\$0.00	Federal
		Total	\$0.00	Other
		SCASS	100%	Conference Start 2/9/2011
				Conference End 2/10/2011
6	Russell, Judy	Education	Atlanta, GA	Conference:
	Early Childhood Consultant		from Des Moines	CCSSO State Early Childhood Assessment Consortium
	Prev Trips this year:	0 Staff Attending:	2	Depart: 2/8/2011
	Anticip Trips this year:	2 Mode:	Airplane	Return: 2/10/2011
	28203018	Registration	\$0.00	State
		Airfare\Train	\$0.00	Federal
		Total	\$0.00	Other
		SCASS	100%	Conference Start 2/9/2011
				Conference End 2/10/2011
7	Eggelston, Donna	Education	Washington, DC	Conference:
	Consultant		from Des Moines	State Directors of Migrant Education Meeting
	Prev Trips this year:	0 Staff Attending:	1	Depart: 2/22/2011
	Anticip Trips this year:	1 Mode:	Airplane	Return: 2/25/2011
	28203019	Registration	\$0.00	State
		Airfare\Train	\$0.00	Federal
		Total	\$0.00	Other
		Office of Migrant Ed	100%	Conference Start 2/23/2011
				Conference End 2/25/2011
8	Steenblock, Jennifer	Human Services	Baltimore, MD	Conference:
	Executive Officer 3		from Des Moines	Medicaid-CHIP Technical Assistance Workshop # 1
	Prev Trips this year:	1 Staff Attending:	2	Depart: 2/7/2011
	Anticip Trips this year:	4 Mode:	Airplane	Return: 2/9/2011
	4010113113	Registration	\$0.00	State
		Airfare\Train	\$350.00	Federal
		Total	\$940.52	Other
		AHRQ	100%	Conference Start 2/8/2011
				Conference End 2/9/2011

9	Wiebers, Ann	Human Services	Baltimore, MD	Conference:				
	Bureau Chief		from Des Moines	Medicaid-CHIP Technical Assistance Workshop # 1				
	Prev Trips this year:	0	Staff Attending:	2	Depart:	2/7/2011		
	Anticip Trips this year:	5	Mode:	Airplane	Return:	2/9/2011		
	4010113114		Registration	\$0.00	State			
			Airfare\Train	\$350.00	Federal			
			Total	\$940.52	Other	100%	Conference Start	2/8/2011
			AHRQ				Conference End	2/9/2011
10	Steinhauer, Leann	Human Services	Huntsville AL	Conference:				
	Social Worker III		from Sioux City	National Symposium on Child Abuse				
	Prev Trips this year:	0	Staff Attending:	1	Depart:	3/27/2011		
	Anticip Trips this year:	1	Mode:	Airplane	Return:	3/31/2011		
	4010113116		Registration	\$449.00	State			
			Airfare\Train	\$411.00	Federal			
			Total	\$1,379.00	Other	100%	Conference Start	3/28/2011
			Grant via Mercy Hospital				Conference End	3/31/2011
11	Schwartz, Leon	IPERS	Jacksonville, FL	Conference:				
	COO		from Des Moines	PRISM 2011 Annual Conference				
	Prev Trips this year:	0	Staff Attending:	1	Depart:	4/10/2011		
	Anticip Trips this year:	2	Mode:	Airplane	Return:	4/14/2011		
	96538		Registration	\$550.00	State			
			Airfare\Train	\$450.00	Federal			
			Total	\$1,711.28	Other	100%	Conference Start	4/10/2011
			IPERS				Conference End	4/13/2011
12	Mueller, Donna	IPERS	Washington, DC	Conference:				
	CEO		from Des Moines	NASRA Winter Administrators' Meeting and NASRA/NCTR Joint Legislative Conference, Annual NIRS Conference and Public Pension Coordinating				
	Prev Trips this year:	0	Staff Attending:	1	Depart:	3/5/2011		
	Anticip Trips this year:	2	Mode:	Airplane	Return:	3/9/2011		
	96571		Registration	\$300.00	State			
			Airfare\Train	\$438.00	Federal			
			Total	\$1,999.52	Other	100%	Conference Start	3/6/2011
			IPERS				Conference End	3/8/2011

13	DeWall, Jennifer	Health	Washington, DC	Conference:				
	Community Health Consultant		from Des Moines	American in Dietetic Association Public Policy Workshop				
	Prev Trips this year:	0	Staff Attending:	1	Depart:	2/5/2011		
	Anticip Trips this year:	1	Mode:	Airplane	Return:	2/8/2011		
	5883570		Registration	\$315.00	State			
			Airfare\Train	\$500.00	Federal			
			Total	\$1,689.00	Other	100%	Conference Start	2/6/2011
				Iowa Dietetic Association			Conference End	2/8/2011
14	Hinton, Carol S.	Health	Washington, DC	Conference:				
	Nurse Clinician		from Des Moines	Preconception Health Symposium: Extending our Reach to Adolescents and Young Adults and the Life Course Town Hall Meeting				
	Prev Trips this year:	0	Staff Attending:	1	Depart:	2/11/2011		
	Anticip Trips this year:	1	Mode:	Airplane	Return:	2/15/2011		
	5883568		Registration	\$600.00	State			
			Airfare\Train	\$475.00	Federal			
			Total	\$2,496.20	Other	100%	Conference Start	2/12/2011
				AMCHP			Conference End	2/15/2011
15	Czarnecki, Eugene R.	Public Safety	Phoenix, AZ	Conference:				
	Criminalist		from Des Moines	ASCLD/LAB-International Assessment Team				
	Prev Trips this year:	1	Staff Attending:	1	Depart:	1/30/2011		
	Anticip Trips this year:	1	Mode:	Airplane	Return:	2/4/2011		
	595353		Registration	\$0.00	State			
			Airfare\Train	\$0.00	Federal			
			Total	\$0.00	Other	100%	Conference Start	1/30/2011
				ASCLD			Conference End	2/4/2011
16	Bachman-Dunn, Annette	Transportation	Spokane, WA	Conference:				
	EXEC OFF 2		from Ames	American Public Works Association and Pacific Northwest Snow fighters Conference				
	Prev Trips this year:	2	Staff Attending:	1	Depart:	4/9/2011		
	Anticip Trips this year:	6	Mode:	Airplane	Return:	4/13/2011		
	22126		Registration	\$425.00	State	100%		
			Airfare\Train	\$485.80	Federal			
			Total	\$1,720.00	Other		Conference Start	4/10/2011
							Conference End	4/13/2011

17	Lorenzen, Dave J.	Transportation	St. Petersburg, FL	Conference:
	PSE 5		from Des Moines	Commercial Vehicle Safety Alliance (CVSA) Staff and Heavy Electronic License Plates Executive Board Meeting
	<i>Prev Trips this year:</i>	<b>1</b> <i>Staff Attending:</i>	<i>Depart:</i>	<b>1/30/2011</b>
	<i>Anticip Trips this year:</i>	<b>9</b> <i>Mode:</i>	<i>Return:</i>	<b>2/1/2011</b>
		<b>Airplane</b>	<i>State</i>	
		<b>\$0.00</b>	<i>Federal</i>	
	<b>22125</b>	<i>Registration</i>	<i>Other</i>	<b>100%</b>
		<i>Airfare\Train</i>		<i>Conference Start</i>
		<i>Total</i>		<b>1/30/2011</b>
		<b>\$0.00</b>		<i>Conference End</i>
		<b>HELP Inc.</b>		<b>2/1/2011</b>

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## FEDERAL FUNDS

18	Miller, Rae	Education	Las Vegas, NV	Conference:				
	Memo of Understanding		from Omaha,NE	The Young Child with Special Needs Conference				
	Prev Trips this year:	0	Staff Attending:	1	Depart:	3/2/2011		
	Anticip Trips this year:	1	Mode:	Airplane	Return:	3/6/2011		
	28203014		Registration	\$475.00	State			
			Airfare\Train	\$550.00	Federal	100%		
			Total	\$2,287.00	Other		Conference Start	3/3/2011
							Conference End	3/5/2011
19	Rauscher, Chris	Education	Orlando, FL	Conference:				
	Consultant		from Des Moines	International Reading Association's 5th Annual Convention				
	Prev Trips this year:	0	Staff Attending:	1	Depart:	5/7/2011		
	Anticip Trips this year:	2	Mode:	Airplane	Return:	5/11/2011		
	28203016		Registration	\$390.00	State			
			Airfare\Train	\$400.00	Federal	100%		
			Total	\$2,058.02	Other		Conference Start	5/8/2011
							Conference End	5/11/2011
20	Harms, Marie	Education	Rochester, MN	Conference:				
	Consultant		from Des Moines	Library Technology Conference 2011				
	Prev Trips this year:	0	Staff Attending:	2	Depart:	3/15/2011		
	Anticip Trips this year:	1	Mode:	State Vehicle	Return:	3/17/2011		
	28200711002		Registration	\$115.00	State			
			Airfare\Train	\$0.00	Federal	100%		
			Total	\$368.00	Other		Conference Start	3/15/2011
							Conference End	3/17/2011
21	Peterson, Jay	Education	Rochester, MN	Conference:				
	Consultant		from Des Moines	Library Technology Conference 2011				
	Prev Trips this year:	0	Staff Attending:	2	Depart:	3/15/2011		
	Anticip Trips this year:	1	Mode:	State Vehicle	Return:	3/17/2011		
	28200711001		Registration	\$115.00	State			
			Airfare\Train	\$0.00	Federal	100%		
			Total	\$368.00	Other		Conference Start	3/15/2011
							Conference End	3/17/2011

22	Baker, Sue	Education	St. Louis, MO	Conference:
	Autism Consultant		from Iowa City	Autism Works National Conference
	<i>Prev Trips this year:</i>	0 <i>Staff Attending:</i>	1 <i>Depart:</i>	3/2/2011
	<i>Anticip Trips this year:</i>	2 <i>Mode:</i>	Personal Vehicle <i>Return:</i>	3/5/2011
	28202999	Registration	\$205.00	State
		Airfare\Train	\$0.00	Federal 100%
		Total	\$817.74	Other
				Conference Start 3/3/2011
				Conference End 3/4/2011
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23	Coffman, Lora	Vocational Rehabilitation	Kansas City, MO	Conference:
	Supervisor		from Des Moines	DDS Supervisory Skills Training
	<i>Prev Trips this year:</i>	1 <i>Staff Attending:</i>	1 <i>Depart:</i>	11/1/2010
	<i>Anticip Trips this year:</i>	3 <i>Mode:</i>	Personal Vehicle <i>Return:</i>	11/5/2010
	28210030	Registration	\$0.00	State
		Airfare\Train	\$0.00	Federal 100%
		Total	\$737.58	Other
				Conference Start 11/1/2010
				Conference End 11/5/2010
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AFTER THE FACT				
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24	Hussain, Zakia	Iowa Workforce Development	Austin, TX	Conference:
	Budget Analyst III		from Des Moines	Audit of Federal Grants and Cooperative Agreements
	<i>Prev Trips this year:</i>	0 <i>Staff Attending:</i>	1 <i>Depart:</i>	3/22/2011
	<i>Anticip Trips this year:</i>	2 <i>Mode:</i>	Airplane <i>Return:</i>	3/25/2011
	96476	Registration	\$725.00	State
		Airfare\Train	\$464.00	Federal 100%
		Total	\$1,804.00	Other
				Conference Start 3/23/2011
				Conference End 3/24/2011
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25	Denney, Melinda	Human Services	Arlington, VA/Washington, DC	Conference:
	PP2		from Des Moines	National Exchange Module Workgroup Meeting
	<i>Prev Trips this year:</i>	0 <i>Staff Attending:</i>	1 <i>Depart:</i>	1/24/2011
	<i>Anticip Trips this year:</i>	1 <i>Mode:</i>	Airplane <i>Return:</i>	1/27/2011
	4010113115	Registration	\$0.00	State
		Airfare\Train	\$370.00	Federal 100%
		Total	\$801.00	Other
				Conference Start 1/24/2011
				Conference End 1/27/2011
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26	Johnson, Deborah J.	Human Services	Baltimore, MD	Conference:
	Bureau Chief Long Term Care		from Des Moines	AOA,CMS and VA Grantees National Meeting
	Prev Trips this year:	0 Staff Attending:	1	Depart: 2/13/2011
	Anticip Trips this year:	2 Mode:	Airplane	Return: 2/17/2011
4010113110		Registration	\$0.00	State
		Airfare\Train	\$400.00	Federal 100%
		Total	\$1,210.00	Other
				Conference Start 2/14/2011
				Conference End 2/17/2011
27	Harker, Becky	Human Services	Washington, DC	Conference:
	DD Council Executive Director		from Des Moines	Disability Policy Seminar
	Prev Trips this year:	0 Staff Attending:	1	Depart: 2/12/2011
	Anticip Trips this year:	4 Mode:	Airplane	Return: 2/16/2011
4010113112		Registration	\$375.00	State
		Airfare\Train	\$350.00	Federal 100%
		Total	\$2,036.00	Other
				Conference Start 2/14/2011
				Conference End 2/16/2011
28	Voss, Barbara	Emergency Management	Kansas City, MO	Conference:
	E911 Program Manager		from Des Moines	Regional Emergency Communications Coordination Working Group-FEMA Region VII
	Prev Trips this year:	0 Staff Attending:	1	Depart: 2/15/2011
	Anticip Trips this year:	3 Mode:	Personal Vehicle	Return: 2/16/2011
583001272		Registration	\$0.00	State
		Airfare\Train	\$0.00	Federal 100%
		Total	\$351.00	Other
				Conference Start 2/16/2011
				Conference End 2/16/2011
29	O'Hollearn, Tammy	Health	Atlanta, GA	Conference:
	Community Health Consultant		from Des Moines	Annual National Early Hearing Detection & Intervention Conference and EHDI Coordinators Meeting
	Prev Trips this year:	0 Staff Attending:	2	Depart: 2/19/2011
	Anticip Trips this year:	2 Mode:	Airplane	Return: 2/23/2011
5883567		Registration	\$425.00	State
		Airfare\Train	\$425.00	Federal 100%
		Total	\$1,722.70	Other
				Conference Start 2/20/2011
				Conference End 2/23/2011

30	Thorud, Jennifer	Health	Atlanta, GA	Conference:		
	Management Analyst I		from Des Moines	Annual National Early Hearing Detection & Intervention Conference		
	Prev Trips this year:	0	Staff Attending:	2	Depart:	2/20/2011
	Anticip Trips this year:	1	Mode:	Airplane	Return:	2/22/2011
	5883566		Registration	\$275.00	State	
			Airfare\Train	\$425.00	Federal	100%
			Total	\$1,195.10	Other	
					Conference Start	2/21/2011
					Conference End	2/22/2011
31	Chell, Dale	Health	Baltimore, MD	Conference:		
	Youth Suicide Prevention Coordinator		from Des Moines	FY 2011 Substance Abuse Mental Health Services Administration Garrett Lee Smith State & Tribal Youth Suicide Prevention Conference		
	Prev Trips this year:	0	Staff Attending:	1	Depart:	2/14/2011
	Anticip Trips this year:	2	Mode:	Airplane	Return:	2/17/2011
	5883565		Registration	\$0.00	State	
			Airfare\Train	\$375.00	Federal	100%
			Total	\$1,135.05	Other	
					Conference Start	2/15/2011
					Conference End	2/17/2011
32	Peterson, Janet L.	Health	New Orleans, LA	Conference:		
	Nurse Clinician		from Des Moines	OPA OFP HIV Prevention Project Annual Technical Assistance Conference		
	Prev Trips this year:	0	Staff Attending:	1	Depart:	3/13/2011
	Anticip Trips this year:	3	Mode:	Airplane	Return:	3/16/2011
	5883569		Registration	\$200.00	State	
			Airfare\Train	\$775.00	Federal	100%
			Total	\$1,725.87	Other	
					Conference Start	3/14/2011
					Conference End	3/16/2011
33	McVey, Mark	Public Safety	Greenville, SC	Conference:		
	Special Agent		from Cedar Rapids	ICAC Task Force Investigative Techniques		
	Prev Trips this year:	0	Staff Attending:	1	Depart:	1/30/2011
	Anticip Trips this year:	4	Mode:	Airplane	Return:	2/5/2011
	595214116		Registration	\$0.00	State	
			Airfare\Train	\$750.00	Federal	100%
			Total	\$2,141.00	Other	
					Conference Start	1/31/2011
					Conference End	2/4/2011

34	Novak, Randal E.  Bureau Chief	Public Safety	San Diego, CA from Ames	Conference: IAFC National Firefighter Near-Miss Reporting System "Stakeholders Symposium"
<i>Prev Trips this year:</i>		<b>1</b>	<i>Staff Attending:</i>	<b>1</b>
<i>Anticip Trips this year:</i>		<b>10</b>	<i>Mode:</i>	<b>Airplane</b>
<b>5951192022</b>			<i>Registration</i>	<b>\$0.00</b>
			<i>Airfare\Train</i>	<b>\$0.00</b>
			<i>Total</i>	<b>\$0.00</b>
			<i>Depart:</i>	<b>2/9/2011</b>
			<i>Return:</i>	<b>2/11/2011</b>
			<i>State</i>	
			<i>Federal</i>	<b>100%</b>
			<i>Other</i>	
				<i>Conference Start</i> <b>2/10/2011</b>
				<i>Conference End</i> <b>2/11/2011</b>

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#### 4. Leases

- A. Lease between Inspections and Appeals and The Fischer Companies  
Dubuque, IA  
Date of Lease: October 1, 2010 - September 30, 2011  
Description: The total amount of rented space is 2,990 square feet. For the lease renewal term commencing in October 2010, the annual cost will be approximately \$10.05 per square foot, per year or \$2,505.00 per month. The total cost of this lease is \$30,060.00. There is no increase in the cost per square foot over the prior 1-year lease term. No other terms and conditions have changed as a result of this amendment.
- B. Lease between Inspections and Appeals and Gregory and Teri Downes  
Iowa City, IA  
Date of Lease: January 1, 2011 - February 28, 2014  
Description: The lease amendment increases the square footage leased by an additional 1,230 square feet or (from 3,240 square feet to 4,470 square feet). The lease amendment is effective January 1, 2011 through February 28, 2014. The lease rate remains at \$13.68 per square foot and the tenant will continue to pay \$75.00 per month for the storage room on the upper level. Effective with this amendment, the tenant will pay an additional \$48.18 per month for tenant improvements throughout the remainder of the lease term. As a result of this lease amendment the total cost of this lease will now be \$198,321.20.

Grant Dugdale, Assistant Attorney General, has reviewed the above leases approved the leases as to form.

#### 5. Payment of Cost Items

- A. Department of Administrative Services .....\$11,758.80  
On June 26, 2010 a lightning strike at Iowa Labs Building in Ankeny caused damage to security gates and equipment. Request is to cover repair costs.

The State Auditor's Office has reviewed the above request and recommends reimbursement. This represents full and final payment and this allocation will be closed.

- B. Dept. of Administrative Services & Dept. of Human Services ...\$33,120.38  
On August 9, 2009 the Eldora State Training school sustained storm/hail damage to the Campus. Request is to cover estimated damages of \$883,628.00.

The State Auditor's Office has reviewed the above request and recommends reimbursement.

**6. Renewal Memberships**

- A. Agriculture in Association of Grain Regulatory Officials/ formerly known as Association of American Warehouse Control Officials Inc. in the amount of \$200.00 for January 1 - December 31, 2011. (Previous amount was \$200.00.)  
Other agencies: No: Funding Source: State General Fund
- B. Iowa Public Television in Iowa Freedom of Information Council in the amount of \$500.00 for January 1 - December 31, 2011. (Previous amount was \$500.00.) Other agencies: No: Funding Source: Other Funds: CPB Funds

EXECUTIVE COUNCIL

2011 JAN 12 AM 9:41

TAB#1

December 20, 2010

To: Executive Council  
Iowa State Capitol

Re: World Biofuels Markets Conference

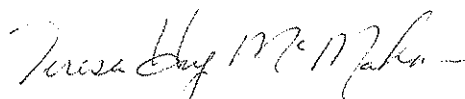
To Whom It May Concern:

I would like to request that Marty Mitchell be given approval to travel to The Netherlands to attend the World Biofuels Markets Conference. Attending this conference will give Marty the opportunity to meet with industry leaders which are considering Iowa as a location for project capital investment, to promote the State of Iowa as a site.

In addition, Marty will meet with company executives at headquarter visits in The Netherlands, Belgium, and France.

Thank you for your consideration.

Sincerely,



Teresa Hay McMahan  
Deputy Director  
Iowa Department of Economic Development

THM/jm